



Individual Achievement Awards

Objective

To recognize individuals for outstanding accomplishment within one of the functional fields of comptrollership.

Award Criteria

Any military or civilian person(s), less than four individuals per nomination, currently employed by the Department of Defense (to include National Guard & Reserve Components) or the United States Coast Guard may be nominated. A member or non-member of ASMC may be nominated.

Award Categories

A distinguished and meritorious award may be presented for efforts at "Major Command or Higher" and "Below Major Command." The major command or higher is generally defined as the national command authorities, such as Headquarters, Department of the Navy or the headquarters of commands immediately subordinate to the national command authority. These are usually commanded by a 4-star general or admiral, such as the Training and Doctrine Command of the U.S. Army, the Air Combat Command of the U.S. Air Force, and the Special Operations Command. Headquarters of DoD agencies such as DFAS, DCAS, and DLA will compete as Major Command or Higher. Centers and field activities of the agencies will compete in the category Under Major Command. The number of awards in each category will be dependent upon the number and quality of the nominations, not to exceed six awards in any one category, with a minimum of one per category. No one will be permitted to be a repeat winner in the same category within a 5-year time period. There is a limit of one winner (per category) from the same office in the same year (unless it is designated as a group award).

Submission Requirements

Any office or person in the Department of Defense or the United States Coast Guard (to include National Guard or Reserve Components) may nominate a person who has demonstrated outstanding performance. If nomination is through an ASMC Chapter, chapters are encouraged to submit all qualified nominations. Each nomination should be prepared using only the official ASMC Individual Award form shown on the following page. This form may be locally reproduced in the same size. The justification must be limited to the space provided. Justification should cite specific examples and factual details. Do not attach supporting documentation or additional justification. It will not be considered during the evaluation process. Only those nominations submitted on the ASMC Individual Award form will be considered. If an individual is nominated in two or more categories, prepare a separate form for each category.

Award Selection Procedures

Judging will be based on outstanding performance as evidenced by documentation of specific accomplishments, duty performance, contributions to the overall Comptrollership and savings of resources due to the accomplishments during the calendar year. A selection panel, chaired by a national officer, will review all nominations received and make final recommendations to the National Executive Committee, who will approve the final award winners. Winners will be notified by May 1.

Deadline

Nominations must be received by January 31 to be considered by the selection panel. If January 31 falls on a weekend or holiday, the deadline will be the next business day. No exception to this deadline will be allowed.

For More Information

ASMC National Awards Committee
Donna Burrows
301-227-7576 or DSN 287-7576

Send Submissions to

ASMC National Headquarters
Attn: Individual Achievement Awards
225 Reinekers Lane, Suite 250
Alexandria, VA 22314-2875

Recognition

Awards will be presented at the annual ASMC Professional Development Institute (PDI) and winners will be listed in the *Armed Forces Comptroller*. Nominating officials should encourage all superiors of organizations that have winning candidates to have those candidates present at the annual PDI to receive awards.

USD(C) Financial Management Awards

The Under Secretary of Defense (Comptroller) is accepting nominations for the FY 1998 Financial Management Awards program. The award provides for the recognition of individuals or groups of individuals in the department who have made significant contributions to the improvement of financial management. For more information, reference Chapter 6, "DoD Comptroller Management Information, Systems and Requirements," of the *DoD Financial Management Regulation (DoD 7000. 14-R)*, or contact Ms. Geri Manning, 703-602-0155 or DSN 332-0155.

Do not use this form after April 1999



Individual Achievement Award Nomination Form

Nominations must received by January 31, 1999

Award Category: (Circle One) **Accounting/Finance** **Budgeting** **Resource Mgmt**
Analysis/Evaluation **Comptroller/Deputy Comptroller** **Intern/Trainee**
Auditing **Education/Training/Career Development**

Calendar Year 1998 **Service:** (Circle One) **AR NV AF MC CG DD DFAS Other** _____

Intern/Trainee From: _____ **To:** _____ (Intern/Trainee Category Only)

Nominee Data

Command Level (Must be checked) ☒ **Major Command Headquarters or Higher** ☐ **Unit under Major Command**

Name: _____
RANK/GRADE FIRST M.I. LAST

Position/Title: _____

Office Address: (Include Zip Code or APO/FPO #)

Telephone: _____ **Facsimile:** _____
DSN/FTS COMMERCIAL DSN/FTS COMMERCIAL

E-Mail Address: _____

Nominator Data

Name: _____
RANK/GRADE FIRST M.I. LAST

Signature

Date

Position/Title: _____

Office Address: (Include Zip Code or APO/FPO #)

Telephone: _____ **Facsimile:** _____
DSN/FTS COMMERCIAL DSN/FTS COMMERCIAL

E-Mail Address: _____

This is the only form which may be utilized to submit a nomination for an ASMC Individual Achievement Award All Individual Awards must fully justified on the justification page. Justification must be limited to the space provided on the justification page.

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Individual Achievement Award Nomination Form

Justification Data; Specific CY Accomplishments

MAIL TO: ASMC National Headquarters, Attn: Individual Achievement Awards, 225 Reinekers Lane, Suite 250, Alexandria, VA 22314-2875

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